# BUFFALO TRAIL WATER ASSOCIATION

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located at Sardis, Ky. on Tuesday, January 2, 2019 at 3:00 P.M.

> Members Present Dick Clary, Pres. Randall Biddle Danny Curtis Terry Cracraft Aaron Myers

Clay Saunders

Visitors

Dick Clary, President, called the meeting to order. Danny made motion to approve minutes as read. Aaro seconded the motion. Minutes approved.

Water loss was reported at 11.6%.

The extension on Ashcraft Road has been completed. The extension has added two customers as of now.

The board is currently gathering information to have the Pinhook and Mt. Pleasant towers inspected.

BTWA has agreed to proceed with radio read meters. Pricing and information will be gathered so we can start installation in the near future. This will allocate a large portion of the cash account for that matter.

After bills were read for December, Terry made motion to pay all bills. Clay seconded. All were in favor.

Next meeting will be February 5, 2019 at 3:00 PM.

Danny made motion to adjourn the meeting. Clay seconded. Meeting adjourned.

Signed:
Dick Clary, President Dick Clary

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# BUFFALO TRAIL WATER ASSOCIATION

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located at Sardis, Ky. on Tuesday, February 5, 2019 at 3:00 P.M.

> Members Present Dick Clary, Pres. Randall Biddle Danny Curtis Terry Cracraft Aaron Myers Clay Saunders

Visitors Chad Clark

Dick Clary, President, called the meeting to order. Danny made motion to approve minutes as read. Aaron seconded the motion. Minutes approved.

Water loss was reported at 12 %.

RFH, PLLC has sent the engagement letter for the 2018 Audit. The estimate of the audit is \$9,400. Motion was made by Aaron, seconded by Terry to proceed with RFH. PLLC for the audit. Motion carried.

After bills were read for January, Clay made motion to pay all bills. Randall seconded. All were in favor.

Next meeting will be March 5, 2019 at 3:00 PM.

Terry made motion to adjourn the meeting. Clay seconded. Meeting adjourned.

Signed:

Dick Clary, President Wiek Clary
Terry Cracraft, Secretary Jerry Cruft

# **BUFFALO TRAIL WATER ASSOCIATION**

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located at Sardis, Ky. on Tuesday, March 5, 2019 at 3:00 P.M.

Members Present Dick Clary, Pres. Danny Curtis Terry Cracraft Aaron Myers Clay Saunders <u>Visitors</u> Chad Clark Hazel Askins

Dick Clary, President, called the meeting to order. Terry made motion to approve minutes as read. Clay seconded the motion. Minutes approved.

Water loss was reported at 14 %.

The Annual Meeting is scheduled for April 9, 2019 at 2:00 P.M. Terms to be renewed are Dick Clary and Clay Saunders.

After bills were read for February, Danny made motion to pay all bills. Aaron seconded. All were in favor.

Next meeting will be April 2, 2019 at 3:00 PM.

Terry made motion to adjourn the meeting. Clay seconded. Meeting adjourned.

Signed:

Dick Clary, President

# BUFFALO TRAIL WATER ASSOCIATION

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located at Sardis, Ky. on Tuesday, April 2, 2019 at 3:00 P.M.

> Members Present Visitors Dick Clary, Pres. Randall Biddle Danny Curtis Terry Cracraft Aaron Myers Clay Saunders

Chad Clark

Dick Clary, President, called the meeting to order. Danny made motion to approve minutes as read. Terry seconded the motion. Minutes approved.

Water loss was reported at 7 %.

The 2018 Annual Audit was reviewed and discussed. Notes in the audit discuss the USDA loan that Mount Olivet Water pays BTWA \$647.64 a month toward the payment. Due to BTWA making a lump principal payment years ago, the loan was paid off early. The maturity of the loan would not have been until summer of 2020. Based on maturity and discussion with USDA Rural Development, the board unanimously agrees that Mt. Olivet Water should continue to make payment until original maturity of the note. They will be notified closer to that time of the original loan maturity date.

The annual meeting will be Tuesday, April 9, 2019 @ 1:30PM. All board members are encouraged to attend.

Lori approached the board about obtaining her operator certification. Chad Clark will be stepping down from his roles as Operator if the board approves and Lori becomes certified. At that time, Lori would assume his roles as Operator. Currently, Chad is paid \$1,750 monthly for his duties. He then pays Tony Fryman \$400 monthly for part of his duties that Tony fulfills. Contingent upon Lori obtaining certification, Lori will be paid \$1,350 monthly for Chad's current duties. Tony will continue to be paid \$400 for the jobs he completes, but he will be paid through payroll. Lori will enroll in the May 7-10 class at KY Dam Village State Park. The board has agreed to pay for the classes and her expenses at the class. Motion made by Danny, seconded by Aaron. Motion carried.

Robertson County Schools has purchased two 2" meters to serve the new baseball field, softball field and bus garage. After discussion, the board has agreed to bill them on the water they use, without a flat rate. Flat rate for a 2 inch meter includes an amount of water they feel the school will not use on a regular basis.

The billing software currently used has not been updated since 2003. A new update to both the billing and accounting software will make billing and reports more efficient. The cost of upgrading both systems is roughly \$30,000. Motion made by Aaron and seconded by Terry to proceed with the upgrade and to purchase two new computers for the office. Motion carried.

After bills were read for March, Terry made motion to pay all bills. Aaron seconded. All were in favor.

Next meeting will be May 6, 2019 at 10:00 AM.

Randall made motion to adjourn the meeting. Clay seconded. Meeting adjourned.

Signed:

Dick Clary, President Vick Clary

## ANNUAL MEETING

## **BUFFALO TRAIL WATER ASSOCIATION**

The annual meeting of the Buffalo Trail Water Association, Inc. was held at the Buffalo Trail Water Association located at 41135 US 62 Mayslick, KY on April 10, 2018 at 2:30 P.M.

#### Members Present

Dick Clary, Pres.

Randall Biddle

Terry Cracraft

Danny Curtis

Aaron Myers

Clay Saunders

The meeting was called to order by President Dick Clary. Danny made motion, Randall seconded to approve minutes from last year's meeting. Motion carried.

Old Business-Plans were initiated in March 2016 to acquire funding to replace the Sardis storage tank. Bid opening occurred March 2017 with the contract being awarded to Caldwell Tanks. The tank is erected and nearing completion. The project is expected to be complete within a couple months

New Business-The board is planning to further pursue electric read meters for the system in the coming months.

Terry made motion to re-elect Danny for a 3 year term. Randall seconded. All were in favor. Aaron made motion to re-elect Randall for a 3 year term. Clay seconded. All were in favor. Terry made motion to leave all officers the same for the coming year. Aaron seconded. Motion carried.

There were 44 proxies signed and brought to the meeting.

Randall made motion to adjourn. Terry seconded. Meeting adjourned.

Signed:

Dick Clary, President Wick Clary

#### **BUFFALO TRAIL WATER ASSOCIATION**

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located in Sardis, KY. on Monday, May 6, 2019 at 10 A.M.

Members Present
Dick Clary, President
Randall Biddle
Danny Curtis

Terry Cracraft Aaron Myers Clay Saunders Visitors

Mark Cerrie, Core & Main Pat Haney, Core & Main Johnny Collette

Dick Clary, President, called the meeting to order. Danny made motion to approve the minutes as read. Terry, seconded the motion. Minutes approved.

Water loss was reported at 17%.

New computers for the office were purchased to prepare for the software update. Ampstun employees will be in the office beginning May 15<sup>th</sup> for training with the software. Training will continue in June for the accounting software update. First billing with the new system will be May 24<sup>th</sup>.

Core & Main employees, Pat Haney and Mark Cerrie were present to discuss and demonstrate radio read meters with the board. There are two options available, drive-by and cellular systems. Currently, the board is interested in the cellular based system. At this time, Pat has initiated a propagation study with AT&T to see if service coverage is available in our area for the cellular system. More discussion will follow.

After bills were read for April, Terry made motion to pay all bills. Clay seconded. All were in favor.

Next meeting will be June 4, 2019 at 3:00 P.M.

Aaron made motion to adjourn the meeting. Clay seconded. Meeting adjourned.

Signed:

Dick Clary, President \_

Terry Cracraft, Secretary

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#### **BUFFALO TRAIL WATER ASSOCIATION**

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located in Sardis, KY. on Tuesday, June 4, 2019 at 3 P.M.

Members Present	Visitors
Dick Clary, President	Larry Cann
Randall Biddle	Chad Clark
Danny Curtis	Jr Tilton
Terry Cracraft	Kelly Jolly
Aaron Myers	

Dick Clary, President, called the meeting to order. Danny made motion to approve the minutes as read. Aaron, seconded the motion. Minutes approved.

Water loss was reported at 14%.

Clay Saunders

The propagation study by AT&T concerning the radio read meters was reviewed. Service to our meters looks promising for the cellular based meters but Core & Main representative, Pat Haney has requested a technician from Badger to come drive the lines for a more accurate analysis.

It has been discovered that the new Sardis storage tank fill and outflow pipes have been plumbed reverse of what they should be. Caldwell Tanks will be making the necessary repairs once plans have been built and approved. Repairs may take several days to be completed, once started.

Jr Tilton approached the board concerning is duties as an operator with BTWA. Jr would like to step down as operator but continue doing maintenance and construction work as necessary. Jr is currently paid \$1,750 for his duties. Chad Clark and Kelly Jolly have requested to share the duties that Jr did and are asking for \$1,000 each. A raise was given to operators Chad Clark and Jr. Tilton in June of 2012 from \$1,500 to \$1,750. Lori approached the board of raising the operator pay the she and Tony Fryman share from \$1,750 to \$2,000, if a raise is given for the other operator duties. After much discussion, motion was made by Aaron, to hire

Kelly Jolly and Chad Clark, on a six month trial period, to take on the operator duties fulfilled by Jr Tilton, paying each of them \$875.00 and leaving pay for Lori/Tony at \$1,750. Seconded by Randall. Motion carried.

After bills were read for May, Terry made motion to pay all bills. Aaron seconded. All were in favor.

Next meeting will be July 2, 2019 at 3:00 P.M.

Randall made motion to adjourn the meeting. Clay seconded. Meeting adjourned.

Signed:

Dick Clary, President Dick,

#### **BUFFALO TRAIL WATER ASSOCIATION**

#### SPECIAL MEETING

A special meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located in Sardis, KY. on Thursday, June 6, 2019 at 2 P.M.

Members Present

Dick Clary, President

Randall Biddle

**Danny Curtis** 

Terry Cracraft

Aaron Myers

Clay Saunders

Dick Clary, President, called the meeting to order.

The purpose of the special meeting was to discuss operator duties previously performed by Jr Tilton. At the regular board meeting on Tuesday, June 4<sup>th</sup>, the board hired Chad Clark and Kelly Jolly to begin performing those duties at the current pay of \$1,750 split between the two (\$875 each). Chad Clark declined the pay and continued to request \$1,000 each for himself and Kelly Jolly.

At the conclusion of the meeting, operator pay is as follows: (Motion made by Randall, seconded by Terry. Motion carried)

Chad Clark - \$1,000/monthly + mileage when necessary (mileage will only be paid within the BTWA system)

Kelly Jolly - \$1,000/monthly + mileage when necessary, itemized pay of \$50-\$75 for each of the following: flag lines, locate lines, thawing meters, checking pressure and changing regulators. Again, mileage will only be paid within the BTWA system

Lori Johnson - \$1,500/monthly

Tony Fryman - \$500/monthly + mileage when necessary (within the system)

Signed:

Dick Clary, President Unch

Terry Cracraft, Secretary

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### **BUFFALO TRAIL WATER ASSOCIATION**

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located in Sardis, KY. on Tuesday, July 2, 2019 at 3 P.M.

Members Present
Dick Clary, President
Danny Curtis
Terry Cracraft
Aaron Myers
Clay Saunders

<u>Visitors</u>

Dick Clary, President, called the meeting to order. Danny made motion to approve the minutes as read. Aaron, seconded the motion. Minutes approved. Minutes of the special meeting were read and approved. Motion made by Terry, seconded by Aaron. Motion carried.

Water loss was reported at 10%.

Tony Fryman, meter reader requested a raise of five cents per meter. If approved, Tony would be paid \$1.30/meter. Motion was made by Terry to increase his pay to \$1.30/meter. Seconded by Aaron. Motion carried.

It is necessary to update the landscaping at the office after removal of the overgrown shrubs. An estimate of approximately \$400 was provided by Croppers Greenhouse. This is to plant new shrubs, ground cover and mulch. Board members are interested in a total price if landscaping rocks were to be used in place of the mulch. If price is within reason, proceed with rock. Motion made by Clay. Seconded by Aaron. Motion carried.

After bills were read for June, Danny made motion to pay all bills. Clay seconded. All were in favor.

Next meeting will be August 6, 2019 at 7:30 P.M.

Terry made motion to adjourn the meeting. Aaron seconded. Meeting adjourned.

Signed:

Dick Clary, President Lich Clary

Terry Cracraft, Secretary

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See regarding will be September 3, 700,9 at 7,30 P.M.

# **BUFFALO TRAIL WATER ASSOCIATION**

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located in Sardis, KY. on Tuesday, August 6, 2019 at 7:30 P.M.

Members Present

Visitors

Dick Clary, President

Randall Biddle Terry Cracraft

Clay Saunders

Dick Clary, President, called the meeting to order. Terry made motion to approve the minutes as read. Clay seconded the motion. Minutes approved.

Water loss was reported at 13%.

Landscaping at the office was discussed at the July meeting. After gathering more information and pricing for using rock versus mulch, the decision was made to proceed using mulch. Previous motion has been made. Wayne Cropper with Croppers Greenhouse will be contacted.

It was determined a few months ago that construction with inflow/outflow of the new Sardis tank has to be redone. We are still waiting on confirmation from Caldwell Tanks as to when this work will be done. Tank will need to be drained before work is done, re-sanitized before filling and put back into operation. More discussion will follow.

After bills were read for July, Randall made motion to pay all bills. Clay seconded. All were in favor.

Next meeting will be September 3, 2019 at 7:30 P.M.

Clay made motion to adjourn the meeting. Randall seconded. Meeting adjourned.

Signed:

Dick Clary, President \_

#### **BUFFALO TRAIL WATER ASSOCIATION**

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located in Sardis, KY. on Tuesday, September 3, 2019 at 7:30 P.M.

**Members Present** 

Visitors

Dick Clary, President

**Danny Curtis** 

Randall Biddle

Terry Cracraft

Aaron Myers

Clay Saunders

Dick Clary, President, called the meeting to order. Terry made motion to approve the minutes as read. Aaron seconded the motion. Minutes approved.

Water loss was reported at 11%.

Discussion continued concerning radio read meters. Badger has determined that the entire BTWA system isn't suitable for the cellular based meters because of lack of cell service in certain areas. Motion was made by Randall, seconded by Danny to begin installing cellular based read meters. Which meters to convert will be based on recommendation by Badger/Core & Main. At this time, those meters without coverage will remain as manual read meters. All this pending PSC approval.

After bills were read for August, Terry made motion to pay all bills. Aaron seconded. All were in favor.

Next meeting will be October 1, 2019 at 3:00 P.M.

Aaron made motion to adjourn the meeting. Danny seconded. Meeting adjourned.

Signed:

Dick Clary, President Liek Clary

#### **BUFFALO TRAIL WATER ASSOCIATION**

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located in Sardis, KY. on Tuesday, October 1, 2019 at 3:00 P.M.

Members Present
Dick Clary, President
Danny Curtis
Terry Cracraft
Aaron Myers
Clay Saunders

<u>Visitors</u>

Dick Clary, President, called the meeting to order. Clay made motion to approve the minutes as read. Danny seconded the motion. Minutes approved.

Water loss was reported at 12%.

A water line extension request by Jr Tilton was discussed. The extension would be off US 62, approximately 3,300 feet of 3: line. Estimated cost would be \$20,000. Jr. Tilton would be paying for the project in full with BTWA assuming ownership of the line. Danny made motion to approve extension, seconded by Terry. Motion carried.

Caldwell Tanks completed the necessary repairs for the Sardis Tank. The tank has been sanitized, samples taken and will be put back online pending those samples.

After bills were read for September, Terry made motion to pay all bills. Aaron seconded. All were in favor.

Next meeting will be November 5, 2019 at 3:00 P.M.

Aaron made motion to adjourn the meeting. Clay seconded. Meeting adjourned.

Signed:

Dick Clary, President Dick Clary

# BUFFALO TRAIL WATER ASSOCIATION

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located in Sardis, KY. on Tuesday, November 5, 2019 at 3:00 P.M.

Members Present	Visitors
Dick Clary, President	Vernon Barton
Randall Biddle	Danny Hicks
Danny Curtis	Matt Wallingford
Terry Cracraft	Michael Palmer
Aaron Myers	Jeremy Poe

Dick Clary, President, called the meeting to order. Randall made motion to approve the minutes as read. Aaron seconded the motion. Minutes approved.

Water loss was reported at 12%.

Western Fleming Water District Directors Vernon Barton and Danny Hicks attended to request a contract extension. Western Fleming is in the process of securing a Rural Development/USDA loan for upgrades to their system. One of the requirements is that all contracts meet or exceed the term of the loan. A resolution to amend our current contract with a 40 year extension is requested. Motion made by Terry, seconded by Danny to extend our current contract by 40 years. Motion passed 4 yes, 0 no. Resolution was signed.

Matt Wallingford, Maysville City Manager, and Maysville Police Department representatives Michael Palmer and Jeremy Poe approached the board about installing radio equipment on the Sardis tower. The city and county law enforcement departments are being forced out of their current location for radio frequency. The department would need to install a small building on the tower property, their departments would provide needed electricity, any/all repairs and expenses required. The ability to use the Sardis tower would benefit local police departments and hopefully in the near future, local volunteer fire departments as well. Motion was made by Aaron, seconded by Randall to allow use of the tower for radio purposes given a suitable contract/agreement be written up and all expenses covered by the departments. Motion carried.

After bills were read for October, Aaron made motion to pay all bills. Terry seconded. All were in favor.

Next meeting will be December 3, 2019 at 4:00 P.M.

Randall made motion to adjourn the meeting. Danny seconded. Meeting adjourned.

Signed:

Dick Clary, President

#### **BUFFALO TRAIL WATER ASSOCIATION**

The regular meeting of the Buffalo Trail Water Association, Inc., was held at the Buffalo Trail Water Association Office located in Sardis, KY. on Tuesday, December 3, 2019 at 4:00 P.M.

Members Present
Dick Clary, President
Randall Biddle
Danny Curtis
Terry Cracraft
Aaron Myers
Clay Saunders

Visitors Larry Cann Brian Ward

Dick Clary, President, called the meeting to order. Randall made motion to approve the minutes as read. Danny seconded the motion. Minutes approved.

Water loss was reported at 12%.

Matt Wallingford, Maysville City Manager, and Maysville Police Department representatives Michael Palmer and Jeremy Poe attended the November board meeting to seek permission to use the Sardis storage tank for radio equipment. All agreed, John Estill drafted a site lease agreement including all stated stipulations from BTWA. The agreement has been signed by Dick Clary and Terry Cracraft. BTWA will be provided a copy once it has been signed off on by City of Maysville

Brian Ward of Palmer Engineering approached the board on behalf of Robertson County Schools. The school is hoping to expand their parking lots. Doing so, several hundred feet of BTWA water line would be covered in pavement. After much discussion, the board is not comfortable with problems that could arise during construction of the parking lot as well as in the coming years of potentially heavy traffic. At this time, Mr. Ward will be approaching the school for an alternate plan or if the school would be willing to pay for relocation of the lines that would be affected.

After bills were read for November, Terry made motion to pay all bills. Aaron seconded. All were in favor.

Next meeting will be January 7, 2020 at 3:00 P.M.

Danny made motion to adjourn the meeting. Clay seconded. Meeting adjourned.

Signed:

Dick Clary, President Dich Clary
Terry Cracraft, Secretary erry craunt Terry Cracraft, Secretary